



The Town of
Woodside

September 28, 2018

Mr. Bruce H. Wolfe
Executive Officer
San Francisco Bay Regional Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

Subject: **Town of Woodside Municipal Regional Stormwater Permit**
FY 2017/18 Annual Report

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by Town of Woodside pursuant to Permit Provision C.17.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2015-0049, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of compliance activities conducted during FY 2017/18 and related accomplishments.

Please contact me at (650) 851-6790 regarding any questions or concerns.

P.O. Box 620005

2955 Woodside Road
Woodside CA 94062

Very truly yours,

A handwritten signature in blue ink, appearing to read 'Sean R. Rose', is written over the typed name.

Sean R. Rose
Town Engineer

650-851-6790

Fax: 650-851-2195

townhall@woodsidetown.org

**TOWN OF WOODSIDE
FY 2017/18 ANNUAL REPORT**

Certification Statement

"I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted, is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Signature of Duly Authorized Representative:



Sean R. Rose, Town Engineer

9/25/2018
Date

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Section 1 – Permittee Information

Background Information				
Permittee Name:	Town of Woodside			
Population:	5,564 (July 1, 2017 via www.census.org)			
NPDES Permit No.:	CAS612008			
Order Number:	R2-2015-0049			
Reporting Time Period (month/year):	July 2017 through June 2018			
Name of the Responsible Authority:	Sean R. Rose	Title:	Town Engineer	
Mailing Address:	2955 Woodside Road			
City:	Woodside	Zip Code:	94062	County: San Mateo
Telephone Number:	(650) 851-6790	Fax Number:	(650) 851-2195	
E-mail Address:	srose@woodsidetown.org			
Name of the Designated Stormwater Management Program Contact (if different from above):	Sindhi Mekala	Title:	Associate Engineer	
Department:	Public Works			
Mailing Address:	2955 Woodside Road			
City:	Woodside	Zip Code:	94062	County: San Mateo
Telephone Number:	(650) 851-6790	Fax Number:	(650) 851-2195	
E-mail Address:	smekala@woodsidetown.org			

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

The Town of Woodside is a rural town consisting of wooded hillsides and narrow county roads. The Town of Woodside does not have the traditional storm drain system, as many other jurisdictions do, and relies on natural creeks and earthen channels to facilitate drainage to the San Francisco Bay. Because of its unique rural landscape, the Town utilizes different methods to maintain public facilities than the methods utilized by urban municipalities. The Town uses a combination of in-house maintenance staff as well as outside contractors to conduct street and road repairs and maintenance. Inspections are conducted by Town staff to ensure that the Town remains in compliance during work activities.

Refer to the C.2 Municipal Operations section of the SMCWPPP FY 17-18 Annual Report for a description of activities implemented at the countywide and/or regional level.

C.2.a. ► Street and Road Repair and Maintenance

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

Y	Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater
Y	Control of concrete slurry and wastewater, asphalt, pavement cutting, and other street and road maintenance materials and wastewater from discharging to storm drains from work sites.
Y	Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residues from work sites upon completion of work.

Comments:

The Town uses in-house maintenance staff as well as outside contractors to conduct street and road repairs and maintenance. Town staff conduct inspections to ensure that appropriate BMPs are implemented during these activities. The San Mateo Countywide Water Pollution Prevention Program's Stormwater Best Management Handbook is used by Town staff and contractors for street and road repair and maintenance projects that fall under the jurisdiction of this permit.

C.2.b. ► Sidewalk/Plaza Maintenance and Pavement Washing

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

Y	Control of wash water from pavement washing, mobile cleaning, pressure wash operations at parking lots, garages, trash areas, gas station fueling areas, and sidewalk and plaza cleaning activities from polluting stormwater
NA	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments:
 The Town currently owns a small parking lot of approximately 12,000 SF, located near the Town Hall facility, which is monitored on an ongoing basis and cleaned and maintained as needed. This parking lot was not constructed with standard curb and gutter. On certain occasions that cleaning, and maintenance is necessary, the Town ensures that proper BMP's are in place to capture and collect wash water. The Town does not currently utilize mobile cleaners and will adopt and implement the BASMAA Surface Cleaner Program if mobile cleaners are considered in the future.

C.2.c. ► Bridge and Structure Maintenance and Graffiti Removal

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

Y	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
Y	Control of discharges from graffiti removal activities
Y	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
NA	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal
Y	Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
NA	Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.

Comments:
 The Town did not perform bridge and structural maintenance and graffiti removal during this reporting period. Graffiti occurs rarely on the Town's bridges and structures and is painted over instead of manually removed by washing or mechanical methods. In the event washing is necessary,

C.2.c. ► Bridge and Structure Maintenance and Graffiti Removal

Town staff will utilize the BASMAA Pollution from Surface Cleaning Program BMPs to ensure proper capture and disposal of graffiti removal waste is implemented.

C.2.e. ► Rural Public Works Construction and Maintenance

Does your municipality own/maintain rural¹ roads: **Y** **Yes** **No**

If your answer is **No** then skip to **C.2.f.**

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

Y	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
Y	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
Y	No impact to creek functions including migratory fish passage during construction of roads and culverts
Y	Inspection of rural roads for structural integrity and prevention of impact on water quality
Y	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion
Y	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate
Y	Inclusion of measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology when replacing culverts or design of new culverts or bridge crossings

Comments including listing increased maintenance in priority areas:
 The Town has continued implementation of the required BMPs on rural roads to minimize road-related erosion that could impact water quality and riparian habitat. Regular inspections are conducted to ensure that potential erosion areas are adequately stabilized, and appropriate erosion control measures are implemented.

¹Rural means any watershed or portion thereof that is developed with large lot home-sites, such as one acre or larger, or with primarily agricultural, grazing or open space uses.

C.2.f. ► Corporation Yard BMP Implementation				
Place an X in the boxes below that apply to your corporation yard(s):				
<input checked="" type="checkbox"/>	We do not have a corporation yard			
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit			
<input type="checkbox"/>	We have a Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s)			
Place an X in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type NA in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:				
<input type="checkbox"/>	NA	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment		
<input type="checkbox"/>	NA	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system		
<input type="checkbox"/>	NA	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method		
<input type="checkbox"/>	NA	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used		
<input type="checkbox"/>	NA	Cover and/or berm outdoor storage areas containing waste pollutants		
Comments: The Town has a small parking lot to store minimal Town equipment and does not perform equipment maintenance. The Town does not have a material storage area or a fueling station and vehicle service. The Town is contracted with the City of Redwood City for all vehicle service.				
If you have a corporation yard(s) that is not an NOI facility, complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:				
Corporation Yard Name	Corp Yard Activities w/ site-specific SWPPP BMPs	Inspection Date ²	Inspection Findings/Results	Date and Description of Follow-up and/or Corrective Actions
NA	NA	NA	NA	NA

² Minimum inspection frequency is once a year during September.

Section 3 - Provision C.3 Reporting New Development and Redevelopment

C.3.b.iv.(2) ► Regulated Projects Reporting

Fill in attached table **C.3.b.iv.(2)** or attach your own table including the same information.
 NA – No Regulated Projects were approved during the FY 17-18 reporting period.

C.3.e.iv. ► Alternative or In-Lieu Compliance with Provision C.3.c.

Is your agency choosing to require 100% LID treatment onsite for all Regulated Projects and not allow alternative compliance under Provision C.3.e.?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Comments (optional): NA				

C.3.e.v ► Special Projects Reporting

1. In FY 2017-18, has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii.(2) for any of the three categories of Special Projects (Categories A, B or C)?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
2. In FY 2017-18, has your agency granted final discretionary approval to a Special Project? If yes, include the project in both the C.3.b.iv.(2) Table, and the C.3.e.v. Table.	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
NA If you answered "Yes" to either question, 1) Complete Table C.3.e.v. 2) Attach narrative discussion of 100% LID Feasibility or Infeasibility for each project.				

C.3.h.v.(2) ► Reporting Newly Installed Stormwater Treatment Systems and HM Controls (Optional)

On an annual basis, before the wet season, provide a list of newly installed (installed within the reporting year) stormwater treatment systems and HM controls to the local mosquito and vector control agency and the Water Board. The list shall include the facility locations and a description of the stormwater treatment measures and HM controls installed.

NA. There were no newly installed Stormwater Treatment Systems/HM Controls in FY 17-18.

C.3.h.v.(3)(a) –(c) and (f) ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

NA. There were Stormwater Treatment Systems/HM Controls installed within the Town.

Site Inspections Data	Number/Percentage
Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the previous fiscal year (FY16-17)	0
Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the reporting period (FY 17-18)	0
Total number of Regulated Projects (including offsite projects, and Regional Projects) for which O&M verification inspections were conducted during the reporting period (FY 17-18)	0
Percentage of the total number of Regulated Projects (including offsite projects, and Regional Projects) inspected during the reporting period (FY 17-18)	0% ³

³ Based on the number of Regulated Projects in the database or tabular format at the end of the previous fiscal year, per MRP Provision C.3.h.ii.(6)(b).

C.3.h.v.(3)(d)-(e) ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

Provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.

Summary:
 NA. There are no Regulated Projects within the Town.

Provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).

Summary:
 NA. There are no Regulated Projects within the Town.

C.3.h.v.(4) ► Enforcement Response Plan

Does your agency have an Enforcement Response Plan for all O&M inspections of stormwater treatment measures?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If No, explain: NA				

C.3.i. ► Required Site Design Measures for Small Projects and Detached Single Family Home Projects

On an annual basis, discuss the implementation of the requirements of Provision C.3.i, including ordinance revisions, permit conditions, development of standard specifications and/or guidance materials, and staff training.

Summary:
 The Town has a strict policy on any alterations of the natural drainage pattern. Per Town Ordinance, site development permits are required when private property owners propose to increase impervious surface or alter the drainage pattern. Applicants are required to provide drainage calculations and mitigation measures to ensure that localized and total post-development flows do not exceed pre-development flows. Additionally, all projects detain and discharge-disperse-infiltrate run-off to landscaped areas since the Town does not have a piped SD or a channel system. Run-off from projects are required to mimic the natural drainage patterns.

C.3.i. ► Required Site Design Measures for Small Projects and Detached Single Family Home Projects

On an annual basis, discuss the implementation of the requirements of Provision C.3.i, including ordinance revisions, permit conditions, development of standard specifications and/or guidance materials, and staff training.

Percolation systems are encouraged, and all discharge locations are provided with required BMPs. The Town requires that the SMCWPPPP "Stormwater Checklist for Small Projects" along with the "Site Development Permit" application for the development projects to be completed as part of the project submittals.

BASMAA prepared standard specifications in four fact sheets regarding the site design measures listed in Provision C.3.i, as a resource for Permittees. We have modified local ordinances/policies/procedures and forms/checklists to require all applicable projects approved after December 1, 2012 to implement at least one of the site design measures listed in Provision C.3.i.

C.3.j.i.(5)(d) ► Green Infrastructure Outreach

On an annual basis, provide a summary of your agency's outreach and education efforts pertaining to Green Infrastructure planning and implementation.

Summary:

The Town's General Plan encourages the use of green elements to be incorporated in the design of projects. The Town's Architectural Site Review Board reviews private development projects for compliance with the Town's General Plan. The Town implements GI outreach and discussions during the Town's staff meetings that are held every Wednesday.

In addition, please refer to the SMCWPPP FY 17-18 Annual Report for a summary of outreach efforts implemented.

C.3.j.ii.(2) ► Early Implementation of Green Infrastructure Projects

On an annual basis, submit a list of green infrastructure projects, public and private, that are already planned for implementation during the permit term and infrastructure projects planned for implementation during the permit term that have potential for green infrastructure measures. Include the following information:

- A summary of planning or implementation status for each public and private green infrastructure project that is not also a Regulated Project as defined in Provision C.3.b.ii. (see C.3.j.ii.(2) Table B - Planned Green Infrastructure Projects).
- A summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the maximum extent practicable during the permit term. For any public infrastructure project where implementation of green infrastructure measures is not practicable, submit a brief description of the project and the reasons green infrastructure measures were impracticable to implement (see C.3.j.ii.(2) Table A - Public Projects Reviewed for Green Infrastructure).

Background Information:

Describe how this provision is being implemented by your agency, including the process used by your agency to identify projects with potential for green infrastructure, if applicable.

The Town's General Plan sections (Conservation Element and Sustainability Element) includes the use of natural drainage systems, preservation of natural states, incorporation of green elements, and recycling programs. The Town's Architectural Site Review Board reviews project designs to ensure compliance with elements of the General Plan.

Currently, the Town's storm drain system consists of earthen drainage swales along the roadway that eventually discharge in to creeks. The storm drains convey flows from one side of the street to the other. Rock dissipaters are installed on the downstream ends to dissipate energy and reduce potential erosion. Private developers and engineers are encouraged to maximize undisturbed areas within the project limits as well as incorporate natural features when feasible.

The Town of Woodside reviewed its CIP list using the BASMAA guidance to identify potential projects that can be considered for early implementation of Green Infrastructure. The CIP list is shown on Table C.3.j.ii(2) – Table A – Public Projects.

Summary of Planning or Implementation Status of Identified Projects:

See attached Tables C.3.j.ii.(2)-A and C.3.j.ii.(2)-B for the required information.

C.3.j.iii.(2) ▶ Participate in Processes to Promote Green Infrastructure

On an annual basis, report on the goals and outcomes during the reporting year of work undertaken to participate in processes to promote green infrastructure.

Please refer to the SMCWPPP FY 17-18 Annual Report for a summary of efforts conducted to help regional, State, and federal agencies plan, design and fund incorporation of green infrastructure measures into local infrastructure projects, including transportation projects.

C.3.j.iv.(2) ▶ Tracking and Reporting Progress

On an annual basis, report progress on development and implementation of methods to track and report implementation of green infrastructure measures and provide reasonable assurance that waste load allocations for TMDLs are being met.

Please refer to the SMCWPPP FY 17-18 Annual Report for a summary of methods being developed to track and report implementation of green infrastructure measures.

C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 1) – Projects Approved During the Fiscal Year Reporting Period

Project Name Project No.	Project Location ⁴ , Street Address	Name of Developer	Project Phase No. ⁵	Project Type & Description ⁶	Project Watershed ⁷	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft ²) ⁸	Total Replaced Impervious Surface Area (ft ²) ⁹	Total Pre- Project Impervious Surface Area ¹⁰ (ft ²)	Total Post- Project Impervious Surface Area ¹¹ (ft ²)
Private Projects											
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Public Projects											
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Comments: NA											

⁴Include cross streets

⁵If a project is being constructed in phases, indicate the phase number and use a separate row entry for each phase. If not, enter "NA".

⁶Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.

⁷State the watershed(s) in which the Regulated Project is located. Downstream watershed(s) may be included, but this is optional.

⁸All impervious surfaces added to any area of the site that was previously existing pervious surface.

⁹All impervious surfaces added to any area of the site that was previously existing impervious surface.

¹⁰For redevelopment projects, state the pre-project impervious surface area.

¹¹For redevelopment projects, state the post-project impervious surface area.

**C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) –
 Projects Approved During the Fiscal Year Reporting Period
 (private projects)**

Project Name Project No.	Application Deemed Complete Date ¹²	Application Final Approval Date ¹³	Source Control Measures ¹⁴	Site Design Measures ¹⁵	Treatment Systems Approved ¹⁶	Type of Operation & Maintenance Responsibility Mechanism ¹⁷	Hydraulic Sizing Criteria ¹⁸	Alternative Compliance Measures ^{19/20}	Alternative Certification ²¹	HM Controls ^{22/23}
Private Projects										
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	

¹²For private projects, state project application deemed complete date. If the project did not go through discretionary review, report the building permit issuance date.
¹³For private projects, state project application final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.
¹⁴List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.
¹⁵List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.
¹⁶List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).
¹⁷List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners’ association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.
¹⁸See Provision C.3.d.i. “Numeric Sizing Criteria for Stormwater Treatment Systems” for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).
¹⁹For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.
²⁰For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.
²¹Note whether a third party was used to certify the project design complies with Provision C.3.d.
²²If HM control is not required, state why not.
²³If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

**C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) –
 Projects Approved During the Fiscal Year Reporting Period
 (public projects)**

Project Name Project No.	Approval Date ²⁴	Date Construction Scheduled to Begin	Source Control Measures ²⁵	Site Design Measures ²⁶	Treatment Systems Approved ²⁷	Operation & Maintenance Responsibility Mechanism ²⁸	Hydraulic Sizing Criteria ²⁹	Alternative Compliance Measures ^{30/31}	Alternative Certification ³²	HM Controls ^{33/34}
Public Projects										
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Comments: NA										

²⁴For public projects, enter the plans and specifications approval date.

²⁵List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

²⁶List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

²⁷List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

²⁸List the legal mechanism(s) (e.g., maintenance plan for O&M by public entity, etc.) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

²⁹See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

³⁰For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

³¹For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

³²Note whether a third party was used to certify the project design complies with Provision C.3.d.

³³If HM control is not required, state why not.

³⁴If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

C.3.h.v.(2). ► Table of Newly Installed³⁵ Stormwater Treatment Systems and Hydromodification Management (HM) Controls (Optional)

Fill in table below or attach your own table including the same information.

NA

Name of Facility	Address of Facility	Party Responsible ³⁶ For Maintenance	Type of Treatment/HM Control(s)
NA	NA	NA	NA

³⁵ "Newly Installed" includes those facilities for which the final installation inspection was performed during this reporting year.

³⁶State the responsible operator for installed stormwater treatment systems and HM controls.

C.3.e.v. Special Projects Reporting Table												
Reporting Period – July 1 2017 - June 30, 2018												
Project Name & No.	Permittee	Address	Application Submittal Date ³⁷	Status ³⁸	Description ³⁹	Site Total Acreage	Gross Density DU/Acre	Density FAR	Special Project Category ⁴⁰	LID Treatment Reduction Credit Available ⁴¹	List of LID Stormwater Treatment Systems ⁴²	List of Non-LID Stormwater Treatment Systems ⁴³
NA	NA	NA	NA	NA	NA	NA	NA	NA	Category A: NA Category B: NA Category C: NA Location: NA Density: NA Parking: NA	Category A: NA Category B: NA Category C: NA Location: NA Density: NA Parking: NA	NA	NA

³⁷Date that a planning application for the Special Project was submitted.

³⁸ Indicate whether final discretionary approval is still pending or has been granted and provide the date or version of the project plans upon which reporting is based.

³⁹Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.

⁴⁰ For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.

⁴¹For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.

⁴²: List all LID stormwater treatment systems proposed. For each type, indicate the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area.

⁴³List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency, or received certification issued by a government agency, and reference the applicable criteria or certification.

Special Projects Narrative

NA

C.3.j.ii.(2) ► Table A - Public Projects Reviewed for Green Infrastructure

Project Name and Location ⁴⁴	Project Description	Status ⁴⁵	GI Included? ⁴⁶	Description of GI Measures Considered and/or Proposed or Why GI is Impracticable to Implement ⁴⁷
Town Center Sewer Pump Station Improvements	Rehabilitate Sanitary Sewer Pump Station	Completed FY 17-18	No	The project scope included installation of a new wet well and replacement of the existing pumps with submersible pumps. GI is not applicable for this sanitary sewer facility.
2017 Road Rehabilitation Project	Resurface existing AC Roadway, digouts, and striping	Completed FY 17-18	No	GI is impractical since due to the work being limited to rehabilitation of the existing roadway
2018 Road Rehabilitation Project	Resurface existing AC Roadway, digouts, and striping	Ongoing FY18-19	No	GI is impractical since due to the work being limited to rehabilitation of the existing roadway

C.3.j.ii. (2) ► Table B - Planned and/or Completed Green Infrastructure Projects

Project Name and Location ⁴⁸	Project Description	Planning or Implementation Status	Green Infrastructure Measures Included
Old La Honda Bridge Rehabilitation	Retaining walls will be built upstream and downstream around the culvert. The space in between the new culvert and the existing bridge (the void) will be filled with lean concrete, converting the bridge to a culvert. The west approach	FY 19-20	The project is to rehabilitate the existing bridge and keep the adjacent area in natural state to promote native plant species.

⁴⁴ List each public project that is going through your agency’s process for identifying projects with green infrastructure potential.

⁴⁵ Indicate status of project, such as: beginning design, under design (or X% design), projected completion date, completed final design date, etc.

⁴⁶ Enter “Yes” if project will include GI measures, “No” if GI measures are impracticable to implement, or “TBD” if this has not yet been determined.

⁴⁷ Provide a summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the maximum extent practicable during the permit term. If review of the project indicates that implementation of green infrastructure measures is not practicable, provide the reasons why green infrastructure measures are impracticable to implement.

⁴⁸ List each planned (and expected to be funded) public and private green infrastructure project that is not also a Regulated Project as defined in Provision C.3.b.ii. Note that funding for green infrastructure components may be anticipated but is not guaranteed to be available or sufficient.

C.3.j.ii. (2) ► Table B - Planned and/or Completed Green Infrastructure Projects

Project Name and Location ⁴⁸	Project Description	Planning or Implementation Status	Green Infrastructure Measures Included
	will be widened to match the existing structure curb to curb width		
Portola Road Bridge Rehabilitation	Rehabilitate the existing bridge with no added capacity	FY 19-20	The project is to rehabilitate the existing bridge and keep the adjacent area in natural state to promote native plant species.
Woodside School Pathway Phase 3	Install a 4ft gravel pathway along Hwy 84.	FY 18-19	Gravel pathway will be installed to minimize the impervious areas along the roadway.

Section 4 – Provision C.4 Industrial and Commercial Site Controls

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

The County of San Mateo Health System (County Environmental Health, or CEH) notified Cities in an April 3, 2017 letter of its intent to terminate stormwater inspection agreements with the 17 Cities on December 31, 2017 due to staffing and cost concerns. As of January 1, 2018, the City is responsible for conducting all stormwater business facility inspections. For the reporting FY 17-18, CEH conducted stormwater inspection between July 2017 and December 2018; and the Town conducted stormwater inspections between January 2018 and July 2018. Potential new facilities that may fall under the jurisdiction of the permit is identified through the business license process and follow-up inspection report data. To reflect the City's current stormwater inspection program, we have updated the following materials.

- Updated the Town's business stormwater inspection list in September 2017, using the latest business license list.
- Updated the Town's Business Inspection Plan (BIP) and Enforcement Response Plan (ERP),
- Participated in the SMCWPPP CII Subcommittee.

Refer to the C.4 Industrial and Commercial Site Controls section of the SMCWPPP FY 17-18 Annual Report for a description of Program activities.

C.4.b.iii ► Potential Facilities List (i.e., List of All Facilities Requiring Stormwater Inspections)

List below or attach your list of industrial and commercial facilities in your Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff.

Street Number	Street Name	City	Name	Site Address
5055	FARMHILL	WOODSIDE	CALTRANS-WOODSIDE	5055 FARMHILL BLVD
17285	SKYLINE	WOODSIDE	MOUNTAIN TERRACE	17285 SKYLINE BLVD
17287	SKYLINE	WOODSIDE	SKYWOOD TRADING POST	17287 SKYLINE BLVD
17288	SKYLINE	WOODSIDE	ALICES STATION	17288 SKYLINE BLVD
2300	WOODSIDE	WOODSIDE	MENLO COUNTRY CLUB	2300 WOODSIDE RD
2925	WOODSIDE	WOODSIDE	GILBERTS PIONEER HOTEL SALOON	2925 WOODSIDE RD
2950	WOODSIDE	WOODSIDE	WOODSIDE CHEVRON	2950 WOODSIDE RD
2955	WOODSIDE	WOODSIDE	TOWN OF WOODSIDE	2955 WOODSIDE RD
2967	WOODSIDE	WOODSIDE	VILLAGE PUB	2967 WOODSIDE RD
2993	WOODSIDE	WOODSIDE	FIREHOUSE BISTRO	2993 WOODSIDE RD
3015	WOODSIDE	WOODSIDE	ROBERTS OF WOODSIDE	3015 WOODSIDE RD
3062	WOODSIDE	WOODSIDE	BUCKS RESTAURANT	3062 WOODSIDE RD
3111	WOODSIDE	WOODSIDE	WOODSIDE FIRE PROTECTION DIST	3111 WOODSIDE RD
3340	WOODSIDE	WOODSIDE	LITTLE STORE	3340 WOODSIDE RD
	WOODSIDE RD & HWY 280	WOODSIDE	PG&E: WOODSIDE SUBSTATION	WOODSIDE RD & HWY 280
3052	WOODSIDE	WOODSIDE	THE VILLAGE BAKERY	3052 WOODSIDE RD

Note: Facilities which are in unincorporated areas, or are outside of the Town limits, have been removed from the Town's facilities list.

C.4.d.iii.(2)(a) & (c) ▶ Facility Inspections

Fill out the following table or attach a summary of the following information. Indicate your reporting methodology below.

<input checked="" type="checkbox"/>	Permittee reports multiple discrete potential and actual discharges as one enforcement action.
<input type="checkbox"/>	Permittee reports the total number of discrete potential and actual discharges on each site.

	Number
Total number of inspections conducted (C.4.d.iii. (2)(a))	9*
Violations, enforcement actions, or discreet number of potential and actual discharges resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner (C.4.d.iii. (2)(c))	1

Comments:
 *CEH conducted 7 total inspections and the Town conducted a total of 2 inspections during the reporting FY17-18.

1 out of the 7 inspections conducted by the CEH, one site received a verbal warning for grease/oil dumpster clean-up. A follow-up inspection was conducted within 10 business days and was determined to be in compliance. Corrections were done in a timely manner. The area outside the grease/oil dumpster was cleaned and no signs of oil/residue was found in the parking space at the trash dumpster.

C.4.d.iii.(2)(b) ▶ Frequency and Type of Enforcement Conducted

Fill out the following table or attach a summary of the following information.

	Enforcement Action (as listed in ERP) ⁴⁹	Number of Enforcement Actions Taken
Level 1	Verbal Warning	1
Level 2	Warning Notice / Notice of Violation	0
Level 3	Administrative Action	0
Level 4	Legal Action	0
Total		1

⁴⁹Agencies to list specific enforcement actions as defined in their ERPs.

C.4.d.iii.(2)(d) ▶ Frequency of Potential and Actual Non-stormwater Discharges by Business Category

Fill out the following table or attach a summary of the following information.

Business Category ⁵⁰	Number of Actual Discharges	Number of Potential Discharges
Food Facilities	0	2*
Hazardous Material / Hazardous Waste	0	0
Utility Facilities (i.e. Fire Station)	0	0

*Based on the CEH data, during the one enforcement action issued on an inspection, there were two types of potential discharges such as the parking area/access roads and waste storage/disposal area.

C.4.d.iii.(2)(e) ▶ Non-Filers

List below or attach a list of the facilities required to have coverage under the Industrial General Permit but have not filed for coverage:

No industries were identified as non-filers during FY 17-18.

C.4.e.iii ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Industrial/ Commercial Site Inspectors in Attendance	Percent of Industrial/ Commercial Site Inspectors in Attendance	No. of IDDE Inspectors in Attendance	Percent of IDDE Inspectors in Attendance
Commercial and Industrial Inspector Training Workshop by CII Subcommittee	2/28/2018	1. Facility Stormwater Inspection Basics 2. Case Studies: a. Shared Trash Enclosure, Auto Repair Shop and Large Retail Facility b. C.4 Inspection, C.5 Inspection or Mobile Business	3*	100%	NA	NA

Comments:

*The tables above report attendance by Town Staff and consultants hired by the Town and received training by the County this FY are also reported in the San Mateo County Annual Report.

⁵⁰List your Program's standard business categories.

Section 5 – Provision C.5 Illicit Discharge Detection and Elimination

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Provide background information, highlights, trends, etc.

Summary:

The Town's Consultant participates in the regularly scheduled Commercial, Industrial, and Illicit Discharge (CII) Subcommittee meetings and keeps up to date on the various screening programs. The Town responds immediately when a potential illicit discharge is reported to ensure that proper response and reporting procedures are implemented to minimize impact to the environment. Refer to the C.5 Illicit Discharge Detection and Elimination section of the SMCWPPP FY 17-18 Annual Report for description of activities at the countywide or regional level.

C.5.c.iii ► Complaint and Spill Response Phone Number

Summary of any changes made during FY 17-18:

No change.

C.5.d.iii.(1), (2), (3) ► Spill and Discharge Complaint Tracking

Spill and Discharge Complaint Tracking (fill out the following table or include an attachment of the following information)

	Number
Discharges reported (C.5.d.iii.(1))	0
Discharges reaching storm drains and/or receiving waters (C.5.d.iii.(2))	0
Discharges resolved in a timely manner (C.5.d.iii.(3))	0

Comments:

The Town did not receive any illicit discharge complaints for FY 17-18.

The Town responds immediately to any reports of potential illicit discharge and will begin an investigation. Information gathered, including photographs, will be entered into the Town's TrakIt Database which all tracks planning, permits, and general complaints received. If an illicit discharge violation is confirmed, the Town will begin enforcement procedures based on the Town's ERP. A Community Preservation Officer will follow up on all open investigations and will update the Town's TrakIt System with any additional information gathered.

Section 6 – Provision C.6 Construction Site Controls

C.6.e.iii.(3)(a), (b), (c), (d) ► Site/Inspection Totals			
Number of active Hillside Sites (sites disturbing < 1 acre of soil requiring storm water runoff quality inspection) (C.6.e.iii.3.a)	Number of High Priority Sites (sites disturbing < 1 acre of soil requiring storm water runoff quality inspection) (C.6.e.iii. 3.c)	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.3.b)	Total number of storm water runoff quality inspections conducted (include only Hillside Sites, High Priority Sites and sites disturbing 1 acre or more) (C.6.e.iii. 3.d)
0	0	0	0
<p>Comments:</p> <p>All the sites that disturbed 1 acre or more are single family or private development projects that required a Construction General Permit from the State and required wet weather inspections per the SWPPP requirements. All inspections are conducted by a certified Responsible Person of Record/QSP for the project site. Inspections records are provided to the Town when requested and private development projects are mandated to provide a Letter of Compliance stating that the required erosion and sediment control measures were installed per the approved Erosion Control Plan. The Town conducted storm water inspections for FY 17-18 as part of the Site Permit Inspection requirements as well as responded to reports of runoff and erosion-control related issues.</p> <p>The Town has a winter grading moratorium wherein all grading activities are stopped effective October 15th, unless an exception is granted. When an exception is granted, it is granted for one month only. The Town sends out pre-wet season notifications requiring the engineer of record to inspect and report of installation of erosion and sediment control measures before start of the rainy season.</p>			

C.6.e.iii.(3)(e) ► Construction Related Storm Water Enforcement Actions

	Enforcement Action (as listed in ERP) ⁵¹	Number Enforcement Actions Issued
Level 1 ⁵²	Verbal Warning / Warning Notice	0
Level 2	Notice of Violation	0
Level 3	Administrative Action	0
Level 4	Legal Action	0
Total		0

C.6.e.iii.(3)(f), ► Illicit Discharges

	Number
Number of illicit discharges, actual and those inferred through evidence at hillside sites, high priority sites and sites that disturb 1 acre or more of land (C.6.e.iii. 3.f)	0

C.6.e.iii.(3)(g) ► Corrective Actions

Indicate your reporting methodology below.	
<input checked="" type="checkbox"/>	Permittee reports multiple discrete potential and actual discharges as one enforcement action.
<input type="checkbox"/>	Permittee reports the total number of discrete potential and actual discharges on each site.
	Number
Enforcement actions or discrete potential and actual discharges fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii. .3.g)	0
Comments: NA	

⁵¹Agencies should list the specific enforcement actions as defined in their ERPs.

⁵²For example, Enforcement Level 1 may be Verbal Warning.

C.6.e.iii.(4) ► Evaluation of Inspection Data

Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).

Description:
 The Town is gathering year-to-year data and will develop a data trend analysis to assess the typical BMP effectiveness and to compare the year-to-year performance of the implementation of the BMPs and inspection program.

C.6.e.iii.(4) ► Evaluation of Inspection Program Effectiveness

Describe what appear to be your program's strengths and weaknesses, and identify needed improvements, including education and outreach.

Description:
 Through continued outreach and education, the Town has observed increased contractor awareness, knowledge and compliance from contractors. Sedimentation and Erosion Control measures have been encouraged by the Town prior to the permit and the Town has noted that project development sites maintain their BMPs and contractors have been very cooperative in meeting the requirements of their permit.

C.6.f.iii ► Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance
CALBIG Construction Stormwater Inspection Training	October 11, 2017	Review of stormwater requirements for construction sites; documenting and tracking inspections; when to take enforcement actions and when to escalated enforcement; tips for keeping your stormwater program in compliance; and mandatory/updated SMCWPPP guidelines/resources.	CALBIG Construction Stormwater Inspection Training

Section 7 – Provision C.7. Public Information and Outreach

C.7.b.i.1 ► Outreach Campaign

Summarize outreach campaign. Include details such as messages, creative developed, and outreach media used. The detailed outreach campaign report may be included as an attachment. If outreach campaign is being done by participation in a countywide or regional program, refer to the separate countywide or regional Annual Report.

Summary:

See Section 7 and Section 9 of the SMCWPPP FY 17-18 Annual Report for a description of outreach campaign activities conducted at the countywide level.

C.7.c. Stormwater Pollution Prevention Education

No change.

C.7.d ► Public Outreach and Citizen Involvement Events

Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed.
 Use the following table for reporting and evaluating public outreach events

See Section 7 of the SMCWPPP FY 17-18 Annual Report for a description of public outreach and citizen involvement events activities conducted at the countywide level.

Event Details	Description (messages, audience)	Evaluation of Effectiveness
See above.	See above.	See above.

C.7.e. ► Watershed Stewardship Collaborative Efforts

Summarize watershed stewardship collaborative efforts and/or refer to a regional report that provides details. Describe the level of effort and support given (e.g., funding only, active participation etc.). State efforts undertaken and the results of these efforts. If this activity is done regionally refer to a regional report.

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

See Section 7 of the SMCWPPP FY 17-18 Annual Report for a description of watershed stewardship collaborative efforts conducted at the countywide level.

C.7.f. ► School-Age Children Outreach

Summarize school-age children outreach programs implemented. A detailed report may be included as an attachment.

Use the following table for reporting school-age children outreach efforts.

See Section 7 of the SMCWPPP FY 17-18 Annual Report for a description of school-age children outreach efforts conducted at the countywide level.

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
See above.	See above.	See above.	See above.

Section 9 – Provision C.9 Pesticides Toxicity Controls

C.9.a. ► Implement IPM Policy or Ordinance							
Is your municipality implementing its IPM Policy/Ordinance and Standard Operating Procedures?				<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If no, explain:							
Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbamates fipronil, indoxacarb, diuron, and diamides. A separate report can be attached as evidence of your implementation.							
Trends in Quantities and Types of Pesticide Active Ingredients Used⁵³							
Pesticide Category and Specific Pesticide Active Ingredient Used	Amount ⁵⁴						
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	
Organophosphates							
Active Ingredient Chlorpyrifos	0	0	0				
Active Ingredient Diazinon	0	0	0				
Active Ingredient Malathion	0	0	0				
Pyrethroids (see footnote #57 for list of active ingredients)							
Active Ingredient Type X	0	0	0				
Active Ingredient Type Y	0	0	0				
Carbamates							
Active Ingredient Carbaryl	0	0	0				
Active Ingredient Aldicarb	0	0	0				
Fipronil							

⁵³Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁵⁴Weight or volume of the active ingredient, using same units for the product each year. Please specify units used. The active ingredients in any pesticide are listed on the label. The list of active ingredients that need to be reported in the pyrethroids class includes: metofluthrin, bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambdacyhalothrin, and permethrin.

Indoxacarb	Reporting not required in FY 15-16	0	0			
Diuron	Reporting not required in FY 15-16	0	0			
Diamides	Reporting not required in FY 15-16	0	0			
Active Ingredient Chlorantraniliprole		0	0			
Active Ingredient Cyantraniliprole		0	0			
IPM Tactics and Strategies Used: <ul style="list-style-type: none"> • Town maintenance staff do not use chemical methods for pest or weed control. • Non-chemical strategies are used around the Town's facilities, including monitoring, mowing weeds, mulching around the Town's facilities. • Biological controls are used to reduce pests. • IPM policy is mandated as part of the Town's contractor agreements. 						

C.9.b ► Train Municipal Employees

Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year.	0
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within this reporting year.	0
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within this reporting year.	NA
Type of Training: NA	

C.9.c ▶ Require Contractors to Implement IPM				
Did your municipality contract with any pesticide service provider in the reporting year, for either landscaping or structural pest control?	X	Yes		No
If yes, did your municipality evaluate the contractor's list of pesticides and amounts of active ingredients used?	X	Yes		No,
<p>If your municipality contracted with any pesticide service provider, briefly describe how contractor compliance with IPM Policy/Ordinance and SOPs was monitored.</p> <p>All contractors have the Town's IPM policy and standard operating procedures incorporated into their contract, which requires that pesticides will only be used after careful consideration of non-chemical alternatives, and then, the least toxic chemicals that are effective shall be used. If pesticides are recommended, staff review the proposed pesticide and use prior to approval and application and confirm that other non-chemical methods are employed before chemical use is approved.</p> <p>The Town regularly reminds contractors to adhere to the Town's IPM policy and conducts regular meetings and correspondence to discuss IPM strategies. Currently, pesticides are only utilized in one park (Jensen Park), which has turf and is not possible to control with manual methods.</p>				

C.9.d ▶ Interface with County Agricultural Commissioners				
Did your municipality communicate with the County Agricultural Commissioner to: (a) get input and assistance on urban pest management practices and use of pesticides or (b) inform them of water quality issues related to pesticides,		Yes	X	No
<p>If yes, summarize the communication. If no, explain.</p> <p>See Section 9 of the SMCWPPP FY 17-18 Annual Report for a summary of communication with the San Mateo County Agricultural Commissioner.</p>				
Did your municipality report any observed or citizen-reported violations of pesticide regulations (e.g., illegal handling and applications of pesticides) associated with stormwater management, particularly the California Department of Pesticide Regulation (DPR) surface water protection regulations for outdoor, nonagricultural use of pyrethroid pesticides by any person performing pest control for hire.		Yes	X	No
<p>If yes, provide a summary of improper pesticide usage reported to the County Agricultural Commissioner and follow-up actions taken to correct any violations. A separate report can be attached as your summary.</p> <p>NA</p>				

C.9.e.ii (1) ► Public Outreach: Point of Purchase

Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); **OR** reference a report of a regional effort for public outreach in which your agency participates.

Summary:

See Section 9 of the SMCWPPP FY 17-18 Annual Report for a description of point of purchase public outreach efforts conducted at the countywide level and regionally.

C.9.e.ii (2) ► Public Outreach: Pest Control Contracting Outreach

Provide a summary of outreach to residents who use or contract for structural pest control and landscape professionals); **AND/OR** reference a report of a regional effort for outreach to residents who hire pest control and landscape professionals in which your agency participates.

Summary:

See Section 9 of the SMCWPPP FY 17-18 Annual Report for a summary of outreach to residents who hire pest control and landscape professionals.

C.9.e.ii.(3) ► Public Outreach: Pest Control Operators

Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); **AND/OR** reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.

Summary:

See Section 9 of the SMCWPPP FY 17-18 Annual Report for a summary of pest control operators and landscapers to reduce pesticide use.

C.9.f ► Track and Participate in Relevant Regulatory Processes

Summarize participation efforts, information submitted, and how regulatory actions were affected; **AND/OR** reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.

Summary:

During FY 17-18, we participated in regulatory processes related to pesticides through contributions to the Countywide Program, BASMAA and CASQA. For additional information, see the Regional Report submitted by BASMAA on behalf of all MRP Permittees.

Section 10 - Provision C.10 Trash Load Reduction

C.10.a.i ► Trash Load Reduction Summary	
For population-based Permittees, provide the overall trash reduction percentage achieved to-date within the jurisdictional area of your municipality that generates problematic trash levels (i.e., Very High, High or Moderate trash generation). Base the reduction percentage on the information presented in C.10.b i-iv and C.10.e.i-ii. Provide a discussion of the calculation used to produce the reduction percentage	
Trash Load Reductions	
Percent Trash Reduction in All Trash Management Areas (TMAs) due to Trash Full Capture Systems (as reported C.10.b.i)	NA
Percent Trash Reduction in all TMAs due to Control Measures Other than Trash Full Capture Systems (as reported in C.10.b.ii) ⁵⁵	NA
Percent Trash Reduction due to Jurisdictional-wide Source Control Actions (as reported in C.10.b.iv)	NA
Subtotal for Above Actions	NA
Trash Offsets (Optional)	
Offset Associated with Additional Creek and Shoreline Cleanups (as reported in C.10.e.i)	NA
Offset Associated with Direct Trash Discharges (as reported in C.10.e.ii)	NA
Total (Jurisdictional-wide) % Trash Load Reduction through FY 2017-18	100%*
<p>Discussion of Trash Load Reduction Calculation:</p> <p>The Town attained and reported 100.0% trash load reduction (including trash offsets) in its FY 16-17 Annual Report. During FY 17-18, the Town continued to implement a robust trash control measure program. This helped the Town maintain its trash load reduction above the mandatory 70% trash load reduction requirement included in the MRP. The total (jurisdiction-wide) percent trash load reduction in FY 17-18 is again 100.0% (including trash offsets). The most recent version of the Town's Baseline Trash Generation Map can be downloaded at URL here: http://www.flowstobay.org/content/municipal-trash-generation-maps. *All jurisdictional land areas in the Town of Woodside are generating very low levels of trash (i.e., green on the baseline trash generation map) and therefore the Town has achieved a 100% trash reduction (i.e., no adverse impact) level, consistent with the NPDES Permit.</p> <p>The Town of Woodside is a non-population-based Permittee and is exempt from the Minimum Full Trash Capture of the MRP Provision C.10.a.iii due to having a population and retail/wholesale commercial acreage of approximately 5,641 and 9, respectively. Consistent with the MRP, the Town of Woodside is exempt from the Minimum Full Trash Capture of the MRP Provision C.10.a.iii due to having a population of less than 12,000 and retail/wholesale commercial land use of less than 40 acres.</p>	

⁵⁵ See Appendix 10-1 for changes between 2009 and FY 17-18 in trash generation by TMA as a result of Full Capture Systems and Other Measures.

C.10.a.ii.b ► Trash Generation Area Management - Identification of Private Drainages >10,000 ft²

State (Y/N) if your agency completed Permit Provision C.10.a.ii.b. If Yes, attach a map (or other record) or provide a website link to a map (or other record) of the location of lands >10,000 ft² (in Very High, High, and Moderate trash generation areas) that are plumbed directly to the Permittee's storm drain systems, including trash control status of these areas. If No, provide explanation of why the provision was not completed and the estimated date when the provision will be completed.

Did your agency complete Permit Provision C.10.a.ii.b?	X	Yes		No		NA
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If No, provide explanation and estimated completion date:
 Not Applicable. All land areas depicted on the Town's Baseline Trash Generation Map are low trash generating areas. Therefore, this provision does not apply.

Description of the process used to identify applicable areas and their trash control status:
 The Town worked through SMCWPPP to identify the location of land areas >10,000 ft² in very high, high, and moderate trash generation areas (as depicted on the Town's baseline trash generation map) that are plumbed directly to the Town's MS4. In summary, applicable land areas were identified using existing data/information and a combination of desktop analyses and field visits. Land areas <10,000 ft², or areas identified as low trash generating on the Town's baseline trash generation maps or are currently treated by full capture systems were excluded from the analysis. The preliminary trash control status of these land areas was identified by conducting virtual (desktop) on-land visual trash assessments (OVTAs). For a complete description of the methods and process used to identify applicable land areas and their trash control status, please see the SMCWPPP FY 17-18 Annual Report.

URL link to Map:
 Not Applicable. The Town is comprised entirely of low trash generating areas.

C.10.a.iii ► Mandatory Trash Full Capture Systems

Provide the following:

- 1) Total number and types of full capture systems (publicly and privately-owned) installed prior to FY 17-18, during FY 17-18, and to-date, including inlet-based and large flow-through or end-of-pipe systems, and qualifying low impact development (LID) required by permit provision C.3.
- 2) Total land area (acres) treated by full capture systems for population-based Permittees and total number of systems for non-population-based Permittees compared to the total required by the permit.

Type of System	# of Systems	Areas Treated (Acres)
Installed Prior to FY 17-18		
NA	-	-
Installed in FY 17-18		
NA	-	-
Total for all Systems Installed To-date		NA
Treatment Acreage Required by Permit (Population-based Permittees)		0*
Total # of Systems Required by Permit (Non-population-based Permittees)		NA

*Consistent with the MRP, the Town of Woodside is exempt from the Minimum Full Trash Capture of the MRP Provision C.10.a.iii due to having a population of less than 12,000 and retail/wholesale commercial land use of less than 40 acres.

C.10.b.i ► Trash Reduction - Full Capture Systems

Provide the following:

- 1) Jurisdiction-wide trash reduction in FY 17-18 attributable to trash full capture systems implemented in each TMA;
- 2) The total number of full capture systems installed to-date in your jurisdiction;
- 3) The percentage of systems in FY 17-18 that exhibited significant plugged/blinded screens or were >50% full when inspected or maintained;
- 4) A narrative summary of any maintenance issues and the corrective actions taken to avoid future full capture system performance issues; and
- 5) A certification that each full capture system is operated and maintained to meet the full capture system requirements in the permit.

TMA	Jurisdiction-wide Reduction (%)	Total # of Full Capture Systems	% of Systems Exhibiting Plugged/Blinded Screens or >50% full in FY 17-18	Summary of Maintenance Issues and Corrective Actions
1	NA	0	NA	NA
2	NA			
Total	NA*			

Certification Statement:

NA. Consistent with the MRP, the Town of Woodside is exempt from the Minimum Full Trash Capture of the MRP Provision C.10.a.iii due to having a population of less than 12,000 and retail/wholesale commercial land use of less than 40 acres.

C.10.b.ii ► Trash Reduction – Other Trash Management Actions (PART A)

Provide a summary of trash control actions other than full capture systems or jurisdictional source controls that were implemented within each TMA, including the types of actions, levels and areal extent of implementation, and whether actions are new, including initiation date.

TMA	Summary of Trash Control Actions Other than Full Capture Systems
NA	NA

C.10.b.ii ► Trash Reduction – Other Trash Management Actions (PART B)

Provide the following:

- 1) A summary of the on-land visual assessments in each TMA (or control measure area), including the street miles or acres available for assessment (i.e., those associated with VH, H, or M trash generation areas not treated by full capture systems), the street miles or acres assessed, the % of available street miles or acres assessed, and the average number of assessments conducted per site within the TMA; and
- 2) Percent jurisdictional-wide trash reduction in FY 17-18 attributable to trash management actions other than full capture systems implemented in each TMA; OR
- 3) Indicate that no on-land visual assessments were performed.

If no on-land visual assessments were performed, check here
and state why:

Explanation: All land areas are low trash generating, as depicted on the Town's Baseline Trash Generation Map

TMA ID <i>or (as applicable) Control Measure Area</i>	Total Street Miles ⁵⁶ or Acres Available for Assessment	Summary of On-land Visual Assessments ⁵⁷			Jurisdictional-wide Reduction (%)
		Street Miles or Acres Assessed	% of Available Street Miles or Acres Assessed	Avg. # of Assessments Conducted at Each Site ^{58, 59}	
1	0	NA	NA	NA	NA
2	0	NA	NA	NA	NA
Total		NA	-	-	NA*

*All jurisdictional areas are low trash generating and have achieved the "no adverse impact" goal.

⁵⁶ Street miles are defined as the street lengths and do not include curbs associated with medians.

⁵⁷ Assessments conducted between July 2016 and July 2018 are assumed to be representative of trash levels in FY 17-18 and were therefore used to calculate the jurisdictional-wide reductions reported in this section.

⁵⁸ Each assessment site is roughly 1,000 feet in length.

⁵⁹ Based on analyses conducted as part of the BASMAA Tracking California's Trash project (BASMAA 2017) funded by the State Water Resources Control Board, the optimal number of assessment events to detect an improvement from baseline trash levels at a site is between 4 and 6 per site.

C.10.b.v ► Trash Reduction – Receiving Water Monitoring

Report on the progress of developing and testing your agency's trash receiving water monitoring program.

In FY 17-18, the City began implementing the BASMAA regional Trash Monitoring Program Plan that was approved by the Water Board's Executive Officer. Implementation included preparing for and conducting qualitative assessments and quantitative monitoring in receiving water locations in San Mateo County. Implementation occurred through the City's participation in the San Mateo Countywide Water Pollution Prevention Program (SMCWPPP). Additional information on accomplishments in FY 17-18 can be found in the Trash Receiving Water Monitoring Progress Report included in the SMCWPPP FY 17-18 Annual Report.

C.10.b.iv ► Trash Reduction – Source Controls

Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and estimate the associated reduction of trash within your jurisdictional area. Note: There is a maximum of 10% total credit for source controls.

Source Control Action	Summary Description & Dominant Trash Sources and Types Targeted	Evaluation/Enforcement Method(s)	Summary of Evaluation/Enforcement Results To-date	% Reduction
Single Use Bag Ordinance	The Town is almost exclusively zoned single family residential and with approximately 0.04% of land that is commercial. There are no plastic bags used in the Town. The only commercial market in Town voluntarily does not use plastic bags.	NA	NA	
Expanded Polystyrene Food Service Ware Ordinance	The Town voluntarily does not use any polystyrene food service ware.	NA	NA	

C.10.c ► Trash Hot Spot Cleanups

Provide the FY 17-18 cleanup date and volume of trash removed during each MRP-required Trash Hot Spot cleanup during each fiscal year listed. Indicate whether the site was a new site in FY 17-18.

Trash Hot Spot	FY 17-18	Volume of Trash Removed (cubic yards)
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	New Site in FY 17-18 (Y/N)	Cleanup Date(s)	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
WDE01	N	9/14/2017	0.02	0.02	0.02	0.02	0.01

C.10.d ► Long-Term Trash Load Reduction Plan

Provide descriptions of significant revisions made to your Long-term Trash Load Reduction Plan submitted to the Water Board in February 2014. Describe significant changes made to primary or secondary trash management areas (TMA), baseline trash generation maps, control measures, or time schedules identified in your plan. Indicate whether your baseline trash generation map was revised and if so what information was collected to support the revision. If your baseline trash generation map was revised, attach it to your Annual Report.

Description of Significant Revision	Associated TMA
In FY 15-16, consistent with all MRP Permittees, all public K-12 schools, college and university parcels were made non-jurisdictional on the Town's baseline trash generation maps. Under California Government Code Sections 4450 through 4461, the construction, modification, or alternation of facilities and/or structures on these parcels are under the jurisdiction of the California Division of State Architect and not the Town. The public right-of-way (e.g., streets and sidewalks) surrounding these parcels remain as jurisdictional on the Town's baseline trash generation maps. Revised maps that incorporate these revisions were included in Appendix 10-2 of the FY 15-16 Annual Report.	All applicable

C.10.e. ► Trash Reduction Offsets (Optional)

Provide a summary description of each offset program implemented, the volume of trash removed, and the offset claimed in FY 17-18. Also, for additional creek and shoreline cleanups, describe the number and frequency of cleanups conducted, and the locations and cleanup dates. For direct discharge control programs approved by the Water Board Executive Officer, also describe the results of the assessments conducted in receiving waters to demonstrate the effectiveness of the control program. Include an Appendix that provides the calculations and data used to determine the trash reduction offset.

Offset Program	Summary Description of Actions and Assessment Results	Volume of Trash (CY) Removed/Controlled in FY 17-18	Offset (% Jurisdiction-wide Reduction)
Additional Creek and Shoreline Cleanups (Max 10% Offset)	NA	NA	NA
Direct Trash Discharge Controls (Max 15% Offset)	NA	NA	NA

Appendix 10-1. Baseline trash generation and areas addressed by full capture systems and other control measures in Fiscal Year 17-18. ⁶⁰

TMA	2009 Baseline Trash Generation (Acres)					Trash Generation (Acres) in FY 17-18 After Accounting for Full Capture Systems					Jurisdiction-wide Reduction via Full Capture Systems (%)	Trash Generation (Acres) in FY 17-18 After Accounting for Full Capture Systems and Other Control Measures					Jurisdiction-wide Reduction via Other Control Measures (%)	Jurisdiction-wide Reduction via Full Capture AND Other Control Measures (%)
	L	M	H	VH	Total	L	M	H	VH	Total		L	M	H	VH	Total		
1	3	0	0	0	3	3	0	0	0	3	NA	3	0	0	0	3	NA	NA
2	6,973	0	0	0	6,973	6,973	0	0	0	6,973	NA	6,973	0	0	0	6,973	NA	NA
Totals	6,976	0	0	0	6,976	6,976	0	0	0	6,976	NA	6,976	0	0	0	6,976	NA	100%

Note: "NA" indicates that the TMA has no moderate, high or very high trash generating areas (i.e., all low trash generation and/or non-jurisdictional) and therefore no additional trash control measures are needed.

⁶⁰ Due to rounding, total acres and percentages presented in this table may be slightly different than the sum of the acres/percentages in the corresponding rows/columns (e.g., differ by 1 acre or 0.1%).

Section 11 - Provision C.11 Mercury Controls

C.11.a ▶ Implement Control Measures to Achieve Mercury Load Reductions
C.11.b ▶ Assess Mercury Load Reductions from Stormwater

See the SMCWPPP FY 2017-18 Annual Report for updated information on:

- Documentation of mercury control measures implemented in our agency's jurisdictional area for which load reductions will be reported and the associated management areas;
- A description of how the BASMAA Interim Accounting Methodology⁶¹ was used to calculate the mercury load reduced by each control measure implemented in our agency's jurisdictional area and the calculation results (i.e., the estimated mercury load reduced by each control measure);
- Supporting data and information necessary to substantiate the load reduction estimates; and
- For Executive Officer approval, any refinements, if necessary, to the measurement and estimation methodologies to assess mercury load reductions in the subsequent permit.

C.11.c ▶ Plan and Implement Green Infrastructure to Reduce Mercury Loads

See the SMCWPPP FY 2017-18 Annual Report for information on the quantitative relationship between green infrastructure implementation and mercury load reductions, including all data used and a full description of models and model inputs relied on to establish this relationship.

C.11.e ▶ Implement a Risk Reduction Program

A summary of countywide and regional accomplishments for this sub-provision are included in the SMCWPPP FY 2017-18 Annual Report.

⁶¹BASMAA 2017. Interim Accounting Methodology for TMDL Loads Reduced, Version 1.0. Prepared for BASMAA by Geosyntec Consultants and EOA, Inc., September 19, 2016.

Section 12 - Provision C.12 PCBs Controls

C.12.a ► Implement Control Measures to Achieve PCBs Load Reductions
C.12.b ► Assess PCBs Load Reductions from Stormwater

See the SMCWPPP FY 2017-18 Annual Report for:

- Documentation of PCBs control measures implemented in our agency's jurisdictional area for which load reductions will be reported and the associated management areas;
- A description of how the BASMAA Interim Accounting Methodology⁶² was used to calculate the PCBs load reduced by each control measure implemented in our agency's jurisdictional area and the calculation results (i.e., the estimated PCBs load reduced by each control measure);
- Supporting data and information necessary to substantiate the load reduction estimates; and
- For Executive Officer approval, any refinements, if necessary, to the measurement and estimation methodologies to assess PCBs load reductions in the subsequent permit.

C.12.c ► Plan and Implement Green Infrastructure to Reduce PCBs Loads

See the SMCWPPP FY 2017-18 Annual Report for information on the quantitative relationship between green infrastructure implementation and PCBs load reductions, including all data used and a full description of models and model inputs relied on to establish this relationship.

C.12.e ► Evaluate PCBs Presence in Caulks/Sealants Used in Storm Drain or Roadway Infrastructure in Public Rights-of-Way

A summary of countywide and regional accomplishments for this sub-provision is included in the SMCWPPP FY 2017-18 Annual Report.

⁶²BASMAA 2017. Interim Accounting Methodology for TMDL Loads Reduced, Version 1.0. Prepared for BASMAA by Geosyntec Consultants and EOA, Inc., September 19, 2016.

C.12.f ▶ Manage PCB-Containing Materials and Wastes During Building Demolition Activities So That PCBs Do Not Enter Municipal Storm Drains

A summary of countywide and regional accomplishments for this sub-provision is included in the C.12 PCBs Controls section of the SMCWPPP FY 2017-18 Annual Report.

Does your agency plan to seek exemption from this requirement?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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C.12.g.▶ Fate and Transport Study of PCBs: Urban Runoff Impact on San Francisco Bay Margins

A summary of countywide and regional accomplishments for this sub-provision are included in the SMCWPPP FY 2017-18 Annual Report.

C.12.h ▶ Implement a Risk Reduction Program

A summary of countywide and regional accomplishments for this sub-provision are included in the SMCWPPP FY 2017-18 Annual Report.

Section 13 - Provision C.13 Copper Controls

C.13.a.iii.(3) ► Manage Waste Generated from Cleaning and Treating of Copper Architectural Features

Provide summaries of permitting and enforcement activities to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post-construction.

Summary:

Requirements for "Architectural Copper" Fact Sheet prepared by the SMCWPPPP is available for public information at the Town Hall. The Town Hall's Municipal Code Section 52 prohibits discharge of non-storm water to the Town's storm sewer system and refers compliance with the best management practices. The Town has observed a reduction in the installation of copper architectural features on private projects.

C.13.b.iii.(3) ► Manage Discharges from Pools, Spas, and Fountains that Contain Copper-Based Chemicals

Provide summaries of any enforcement activities related to copper-containing discharges from pools, spas, and fountains.

Summary:

The Town refers the public to the "Maintenance Tips for Pools, Spas, and Fountains" Fact Sheet that is currently available on the SMCWPPP website (<http://ourwaterourworld.org/Portals/0/documents/pdf/Maintenance%20Tips%20for%20Pools%20%20Spas%20and%20Fountains.pdf>) to educate the public. The Town did not receive reports of illicit discharge during FY 17-18 and Code Enforcement will respond if an illicit discharge is reported.

C.13.c.iii ► Industrial Sources Copper Reduction Results

Based upon inspection activities conducted under Provision C.4, highlight copper reduction results achieved among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed.

Summary:

There are no industrial sites in the Town of Woodside and based on the inspections conducted among the facilities identified as potential users or sources of copper, the Town verified that these were facilities were not sources of copper discharge. Although there are no industrial sites within the Town of Woodside, the Town continue to require that all roof downspouts drain into landscaping and vegetated swales and makes available to the public the "Requirements for Architectural Copper BMP" handout.

Section 15 -Provision C.15 Exempted and Conditionally Exempted Discharges

C.15.b.vi.(2) ► Irrigation Water, Landscape Irrigation, and Lawn or Garden Watering

Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:

- Promote conservation programs
- Promote outreach for less toxic pest control and landscape management
- Promote use of drought tolerant and native vegetation
- Promote outreach messages to encourage appropriate watering/irrigation practices
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.

Summary:

The Town's Planning Staff continue to actively enforce the State's Water Efficient Landscape Ordinance for applicable projects and promotes the use of drought tolerant and native plants.

See Section C.9.e.ii of SMCWPPP's FY 17-18 Annual Report for a description of the SMCWPPP's activities related to point-of-purchase outreach which promotes less toxic pest control and landscape management. Information on water conservation, less toxic pest control and appropriate watering/irrigation practices is also posted on SMCWPPP's website (www.flowstobay.org). Refer to the C.3 New Development and Redevelopment, C.7. Public Information and Outreach and C.9. Pesticide Toxicity Control sections of the SMCWPPP FY 2017-18 Annual Report.